



VACANCIES



Punjab Rural Sustainable Water Supply and Sanitation Project (PRSWSSP)/Punjab Rural Municipal Services Company (PRMSC)

Punjab Rural Municipal Services Company- Head Office (PRMSC-HO)

<p>1. Sr. Manager Procurement & Contracts (1 Post)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Master's degree in Procurement & Contracts Management Business Administration Finance, I.T or BSc Engineering In general, 10 years of relevant work experience in matters related to procurement, contract management, bids administration etc. 8 years of experience of working in similar projects assignments, in similar capacity and in organizations with comparable conditions. <p>OR</p> <p>Government Officer - Public Servant (BPS-18) on deputation transfer basis by Government.</p>	<p>9. Manager (MIS and Data Management) (01 Post)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Master's degree in Computer Science IT, MIS In general, 10 years of relevant work experience in matters related to IT handling software and hardware, MIS, database administration etc. 4 years of experience of working in similar projects assignments, in similar capacity and in organizations with comparable conditions. <p>10. Environmental Specialist (01 Post)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> BSc Engineering in Environmental or MS /MPhil in Environmental Sciences In general, 8 years of relevant work experience in matters related to environmental engineering, civil engineering, infrastructure development etc. 4 years of experience of working in similar projects assignments, in similar capacity and in organizations with comparable conditions. <p>11. Manager Contracts (01 Post)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Bachelor's degree in Procurement & Contracts Management Business Administration Finance, BSc Engineering, I.T or In general, 8 years of relevant work experience in matters related to contracts management 5 years of experience of working in similar projects assignments, in similar capacity and in organizations with comparable conditions. <p>12. Infrastructure Engineer (01 Post)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> BSc in Civil Engineering, Environmental Engineering, Mechanical Engineering, Public Health Engineering etc. In general, 8 years of relevant work experience in matters related to civil engineering, infrastructure development, water supply, sewerage operations etc. 4 years of experience of working in similar projects assignments, in similar capacity and in organizations with comparable conditions.
<p>4. Associate HR (1 Post)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> 16 years of education in administration, social sciences, Commerce - HR Aptitude with matters related to office administration, HR Management, Financial Management etc. <p>5. Associate Admin (1 Post)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> 16 years of education in administration, social sciences, Commerce - HR Aptitude with matters related to office administration, HR Management, Financial Management etc. <p>6. Assistant Infrastructure Engineer (03 Posts)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> BSc in Civil Engineering, Environmental Engineering, Mechanical Engineering, public Health Engineering 03 years of relevant work experience etc. <p>7. Associate IT (1 Post)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> BSc in Computer Science, Software Engineering, Information Technology 2 years of relevant work experience in matters related to IT and computer sciences. <p>8. Caretaker (1 Post)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Intermediate or equivalent 3 years of relevant work experience. 	<p>13. Manager Admin (1 Post)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Master's degree in Administration, Social Services, Commerce In general, 8 years of relevant work experience in matters related to office administration, financial management, HR management etc. 3 years of experience of working in similar projects assignments, in similar capacity and in organizations with comparable conditions. <p>14. Assistant Manager (TT) (01 Post)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> BSc in Computer Science, IT, MIS 3 years of relevant work experience in matters related to IT handling software and hardware, MIS, database administration etc. <p>15. Assistant Manager (Implementation & Coordination) (02 Posts)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Master's Degree in IT Computer Science, Master in Public Administration, Master in Business Administration Capable of Planning, executing, coordinating with other officers and preparing presentation for the Project. Capability of devising weekly, monthly annual plans for the Project. <p>16. Driver (2 Posts)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Having valid driving License 03 years of relevant work experience. <p>17. Janitor (1 Post)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Preferably 2 years of relevant work experience.
<p>Punjab Rural Municipal Services Company- Tehsil Office (PRMSC-TO) Noorpur Thal (Khushab), Essa Khel (Mianwali), Kot Momin (Sargodha), Kallar Kahar (Chakwal), Darya Khan (Bhakkar), Pakpattan (Pakpattan), Bhawana (Chiniot), Ahmed Pur Sial (Jhang), Rajhan (Rajanspur), Liaqat Pur (Bahiyar Khan), Taunsa (DG Khan), Kharor Pakka (Lodharan), Kherpur Tanawal (Bahawalpur), Ali pur (Muzaffargarh), Bahawalnagar (Bahawalnagar), Shujahod (Multan).</p>	
<p>18. Tehsil Manager (16 Posts; One for Each Tehsil)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Master degree in administration - development studies BSc Engineering 8 years of post-qualification relevant work experience in project implementation, infrastructure, development 3 years of experience of working in similar projects assignments, in similar capacity and in organizations with comparable conditions. <p>OR</p> <p>Government Officer - Public Servant (BPS-18) on deputation transfer basis by Government.</p>	<p>23. Deputy Manager (Infrastructure & Services) (16 Posts; One for Each Tehsil)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> BSc in Civil, Environmental Engineering In general, 5 years of relevant work experience in matters related to civil engineering, infrastructure development etc. 3 years of experience of working in similar projects assignments, in similar capacity and in organizations with comparable conditions. <p>24. Assistant Manager (Water Supply & Sewerage) (32 Posts; Two for Each Tehsil)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> BSc in Civil, public health Engineering 3 years of relevant work experience in matters related to civil engineering, infrastructure development etc. particularly in water supply sector.
<p>19. Behavioral Change and Capacity Development Officer (16 Posts, One for Each Tehsil)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Bachelor's degree in Sociology, Mass Communication, social sciences 05 years of relevant work experience in matters related to social safeguards, community mobilization, communication etc. <p>20. Associate Engineer (Water & Sewerage) (32 Posts; Two for Each Tehsil)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Diploma in Civil Engineering (DME) / B.Tech 03 years of relevant work experience in matters related to civil engineering etc. particularly in water supply sector. <p>21. Driver (32 Posts; Two for Each Tehsil)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Having valid driving License 03 years of relevant work experience. <p>22. Security Guard (32 Posts; Two for Each Tehsil)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Male 2 years of relevant work experience Holder of valid license and weapon Retired army, marines or police constable. 	<p>25. Admin & Account Officer (16 Posts; One for Each Tehsil)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Master degree in Finance, Commerce, Accounting 3 years of relevant work experience in matters related to financial management, accounting & budgeting etc. <p>26. Computer Operator (32 Posts; Two for Each Tehsil)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Intermediate with Diploma in Computer II 2 years of relevant work experience in matters related to data entry etc. <p>27. Office Assistant (32 Posts; Two for Each Tehsil)</p> <p>QUALIFICATION</p> <ul style="list-style-type: none"> Female <p>28. Janitor (16 Posts; One for Each Tehsil)</p> <p>QUALIFICATIONS & EXPERIENCE</p> <ul style="list-style-type: none"> Preferably 2 years of relevant work experience.

Note: Salaries will be market based. Women and candidates from minorities are encouraged to apply.

- Interested Candidates can avail the prescribed form from the official website of Local Government and Community Development Department (<https://www.punjab.gov.pk>), <https://www.prswssp.gov.pk> or from office address mentioned below.
- Completely filled application form supported with required documents should reach the office of the company latest by **22-7-2022 before 04:00 PM**. Applications received after closing date & time will not be accepted and no excuse of Courier/Postal delay will be entertained.
- Government Employees are required to submit their applications through proper channel. Incomplete applications will not be considered. The degree should be recognized from HEC institution.
- All posts are contract basis. Initial contract period is 3 years which is further extendable on the basis of performance.
- Selected candidate can be posted in any Tehsil office.